



PUBLIC MEETING OF THE PARISH COUNCIL

Wednesday 25th March 2026

Present: Councillor Edwards (Chair)

Councillors Ellis, Robinson, Smith, Venables, Walton, White & Willey (Vice Chair).

Also in attendance:

Christopher Cook - Parish Clerk & Responsible Financial Officer.

Members of the public: **6**

Members of the public were permitted to speak on each Agenda item for a period of 3 minutes. This meeting was advertised as a public meeting and as such could be filmed or recorded by broadcasters, the media, and members of the public. The public were advised that whilst every effort is taken to ensure that members of the public would not be filmed, it could not be guaranteed.

Minutes 25th March 2026

1681/2026 Chair's Welcome & Announcements

Cllr Edwards (Chairman) welcomed residents to the Public Meeting of the Parish Council and delivered Health and Safety housekeeping rules.

Social distancing and Covid-19 measures were observed, such as ventilation.

No one recorded the meeting.

1682 Public participation

A388 Tree Verge Planting, March 2026

With the help of Cllr John Robinson, some 14 small saplings or "whips" have been planted to fill in some of the gaps in the A388 tree verge. They included oak, hazel and Purging Buckthorn. Previous plantings look healthy, approximately 140 in total, some nearly 4m in height. They will all benefit from regular strimming of brambles during the growing season.
Malcolm Fletcher 25/03/2026

The Clerk confirmed that the Council had budgeted for two bramble clearing sessions planned for the Summer and the Autumn periods.

A resident thanked the Council for supporting the BOHATUS group (who meet at the St. Mary's Hall) in connection with providing a reference for their Howden Solar Panel grant to fund 52 new stacking chairs and 8 armchairs for the hall. The grant request was successful.



An open letter from 'Climate Vision' to members of Parliament and a copy to all Councils throughout Cornwall in connection with Climate Change and resilience was referred to by Cllr Edwards (Chairman). The letter was received too late for this agenda but had been distributed to all Councillors for information.

Councillors **resolved** to note this report.

1683 To receive Apologies for Absence and approve the reasons given

Cornwall Cllr Paul Cador (work commitments).

Councillors **resolved** to note.

1684 Declarations of Interest

Cllr Venables declared a pecuniary interest in item 1689 (**PA26/00940**)

Cllr Venables remained in the room to answer questions regarding the application as posed by Councillors and members of the public.

Cllr Venables abstained from voting.

Councillors **resolved** that no other Councillors declared pecuniary or non-pecuniary interests.

Councillors **resolved** that no Councillors were liable for Written Dispensations or Gifts.

1685 Minutes of the Public Meeting 28th January 2026 & 25th February 2026

Draft Minutes 28th Jan 2026 – Proposed Cllr Smith, Seconded Cllr White.

7 agreed. 1 abstention.

There were no Minutes for the Public Meeting 25th February 2026 as the meeting was not quorate.

Councillors **resolved** to approve the draft Minutes.

1686 Matters arising from the draft Minutes for report purposes only.

None.

1687 A Report from Cornwall Councillor Paul Cador

A report was produced for the public meeting and details can be viewed on the agenda item 1687 and at www.botusfleming.org.uk

Councillors **resolved** to note the report.

1688 Finance

A Accounts for Payment March 2026

Cllr Edwards (Chairman) proposed, Cllr Smith seconded the approval of the Accounts for payment. All agreed.



The (RFO) gave a broad update on the Parish Council year-end finances under items 1688 (b) to (e), explaining that they would be addressed more fully at the Annual Parish Meeting 22nd April 2026.

Councillors **resolved** to approve the accounts for payment.

B Direct bank Payments & Receipts for information

Receipts **Account1** 2025/2026 **£27,276.25**.

Receipts **Account2** 2025/2026 **£1,400.00**

Total Receipts all Accounts 2025/2026 **£28,676.25**

Councillors **resolved** to note.

C Bank reconciliation and Earmarked Funds (EMF)

The General Account balance was reported as **£13,657** and the Earmarked Funds as **£11,256**. Total Funds **£24,913**.

D Monthly budget monitoring balances report

Refer to Finance report at www.botusfleming.org.uk

Councillors **resolved** to note items 1688 (B) (C) & (D) as specified in the agenda.

E Public Works Loan Board Statement March 2026

Councillors **resolved** to note the Loan amount outstanding **£46,840.09**

1689 Planning <http://planning.cornwall.gov.uk/online-applications>

Planning Application NEW – One received

Application	PA26 / 00940
Location	Roodcroft Waste management Roodcroft Hatt, Saltash
Proposal	Waste management facility and associated activities, including the erection and operation of a wash plant, raising the height of the existing waste materials building, extension to the workshop and provision of a sustainable drainage scheme.
Grid Ref	239488 / 61502

Cllr Venables explained the details of the proposed development stating that the landfill site expires in 2030 and that to manage the inert ground fill in place, the application was required to continue with waste transfer, weighbridge and office provisions.



Councillors were also aware that the application had been considered by Saltash Town Council in the recent past.

A resident asked whether the current access point at the roads corner would not be diminished with regards to public access being mindful that it was still hoped that a walkway/cycle route could still be constructed at roads corner.

Cllr Edwards (Chairman) proposed, Cllr Smith seconded support for the planning application. 7 agreed with 1 abstention.

Councillors **resolved** to SUPPORT PA26/00940.

Planning Application Decisions – None received

Planning Application for Information – None received

Planning Application received after Agenda issue – None.

Councillors **resolved** to note all planning matters.

1690 Recreation Field

Cllr Edwards (Chairman) reported that some of the goal net metal hooks had been left in situ after the last game. The metal hooks would have caused serious damage to the grass cutting equipment and more seriously possible injury to anyone tripping over the hooks. Cllr Edwards (Chairman) confirmed that he had reported this to those that supervise the football games and to the Chairman of Saltash United Juniors Football Club and that they would ensure it wouldn't happen again.

The new refuse bin needed to be installed at the Recreation Field.

Cllr Venables offered the services of one of his staff at Brunel recycling services to carry out this task, and to place in position the new notice board at Botus Fleming crossroads (see Item 1691 (i)).

Councillors **resolved** to note.

1691 (i) Asset Maintenance Audit

Cllr White highlighted that the recent Zurich Insurance engineering report stated that the 'stepping stumps' required attention. As previously noted, the wooden tower needs to be temporarily taken out of use until repairs are carried out. Cllr Willey (Vice Chair) kindly offered to carry out necessary work to the wooden towers but would initially devise a notice to state that the equipment would be closed to the public.

Cllr Edwards (Chairman) confirmed that the delivery of the new notice board to replace the Botus Fleming crossroads notice board is imminent, and that the Council will consider a similar replacement notice board for Hatt. The noticeboard at Hatt is showing signs of deterioration. This situation will be addressed in April / May 2026.

Councillors **resolved** to note this report actions.



Item 1691 (i) can be viewed under 'Reports' at www.botusfleming.org.uk

1691 (ii) Other Councillor reports - Defibrillator

Cllr Walton advised Councillors regarding the Memorandum of Understanding between Botus Fleming Parish Council and South-Western Ambulance Service Trust (SWAST), the suppliers of the defibrillator package.

The renewal package amounts to £2,800 plus vat renewable from 21st December 2026. This amount is budgeted for within the 2026 / 27 precept.

SWAST also offer a training session for residents within the Parish.

A training date to be advertised on HCBB Facebook. Confirmation is required from the SWAST representative regarding availability to deliver the training.

Cllr Walton requested that direction signs for the Hatt garage defibrillator be improved as the equipment seemed hidden from view and that better advertising was required.

ACTION Cllr Edwards (Chairman) to provide some laminated defibrillator location signs for placing in the village. Councillors appreciated this action.

Councillors **resolved** to note this report.

1692 Clerk's items – Assertion 10

1692 (i) To adopt the I.T. Policy

1692 (ii) To note the Compliance statement and Risk Assessment matrix

1692 (iii) Councillors to provide a signed copy of the I.T. Policy

Assertion 10 (I. T. Policy) proposed Cllr Edwards (Chairman), seconded Cllr Smith. All agreed.

Each Councillor signed the Assertion 10 Policy agreement for the Audit file.

Councillors **resolved** to adopt the I. T. Policy and note the Statement.

1693 Correspondence – As per agenda item.

1694 Date of next meeting

The next Meeting of the Council will be the **Annual Parish Meeting on Wednesday 22nd April 2026 at 6:00pm** which will immediately be followed with the **Public Meeting on the same day at 7:30pm in the St Mary's Church Hall (covid safe).**

The Parish Council would continue to follow any instructions from CALC concerning the COVID -19 situation in connection with forthcoming Public Meetings. The choice to meet face to face was now an option with safety guidelines applying.

Please refer to www.botusfleming.org.uk for further details.

1695 End of meeting 20:30



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Signed
(Chairman)

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Date